



October 8, 2008 – Summary Meeting Minutes

Call to Order/Introductions:

A regularly scheduled meeting of the Maricopa County Local Emergency Planning Committee (MCLEPC) was held on October 8, 2008 at the Goodyear City Hall located at 190 N. Litchfield, Goodyear, AZ. With a quorum being present, Vice Chairman Ron Jamison called the meeting to order at 6:07 p.m. Guests and members were instructed to introduce themselves.

Members/Designees Present:

William Beebe
Mike Danner
Gil Damiani
Justin Dutmers
Michael Fusco
Jannine Wilmoth for Rob Gunter
Ron Jamison
David Jones
Warren Leek
Jeff Thomas for Tim Newbill
Susan Nicholas
John Power
Gary Smith
Michael Trapasso
MaryAlice Witzel

Metal Management
Maricopa County Sheriff's Office
City of Mesa Fire Department
Honeywell Electronic Chemicals LLC
City of Peoria, Safety Office
City of Glendale Emergency Management
City of Phoenix Fire Department
City of Scottsdale Emergency Management
Maricopa County Dept. Emergency Management
City of Goodyear Emergency Management
Maricopa County Dept. of Public Health
Maricopa County Environmental Services
KTAR
Univar USA Inc
Banner Good Samaritan

Members Absent:

Tom Abbott
Craig Blum
Steve Brittle
Chris Haupt
Alan Jensen
Greta Rogers
Hal Rosen
Cara Sloman

City of Tempe Fire Department
Maricopa County Dept. of Transportation
Don't Waste Arizona
DPC Enterprises
City of Tempe Fire Department
Citizen at Large
Envirosure Solutions
American Red Cross

Guests:

Travis Qualls
Wendy Qualls
David Gourlay
Dewey Horton
Carl Johnson

Arizona Dept of Transportation
Litchfield Elementary School District
Litchfield Elementary School District
Buckeye Fire Department
Buckeye Police

Mimi Diaz
Chad Ingalls
Bryon Holbrook
Wayne Clement
Bruce Van Scyoe

Arizona Geological Survey
Transwestern Pipeline Co.
Western Refining
Town of Guadalupe Fire Department
Surprise Fire Department

LEPC Support Staff:

Cristina Herrera, Executive Director
Meredith Bond, Recording Secretary

Maricopa County Dept. of Emergency Management
Maricopa County Dept. of Emergency Management

Approval of the July 8, 2008 Summary Minutes:

Mr. David Jones pointed out a minor correction on the July 8, 2008 summary minutes [page 3 third paragraph]. Mr. Jones requested that it should be “The training recommendations of the Ad Hoc Subcommittee were approved and the Rules Subcommittee was directed to draft the changes to the rules to reflect that approval.” Mr. Jones explained that there was a vote taken at the July meeting on the recommendation that there be a vote scheduled for tonight on the language in the change of the rules.

MOTION: To approve the July 8, 2008 Summary Minutes as amended

BY: Gary Smith

SECONDED: Michael Fusco

RESULT: Motion approved unanimously

Approval of the Rules Amendment

Mr. David Jones suggested tabling the approval of the rules (amendment) for two reasons. Reason number one, Mr. Jones explained that the Commission wants to continue the APEX training requirements. The Commission is not able to provide it in a timely fashion (within 90 days as proposed in the rules amendment). And number two, the training disc has not been provided so if we make this rule effective will make a rule and new members in violation of a rule we cannot meet. Mr. Jones stated that he recommends tabling the vote until the next meeting and follow up on the training disc or go back to the Ad Hoc Subcommittee to resolve. Mr. Jones stated we cannot move forward and this not really a motion but a suggestion from the Rules Subcommittee. Mr. Jamison asked Mr. Jones what further actions need to take place. Mr. Jones replied that the Ad Hoc Subcommittee meets with the executive director from the Commission to resolve the issues with the APEX training. Mr. Jones stated the Commission will conduct the training but they like to conduct the training when there are 15 people to take the training. Mr. Jones remarked that we are never going to have 15 people in a convenient group to take it. He stated we would have to start selling it to prospective members and that it is unreasonable because they would have to go to Tucson to take the training that’s where the State (Commission) is having it this year. Mr. Jones stated {inaudible} getting clarification from Mark Howard and bring it back to the Ad Hoc Subcommittee. It was asked whether there was a requirement for a refresher course to be taken within a time frame. Mr. Jones stated that there was a suggestion over the years but no requirement. Mr. Jones made a suggestion that the Chair direct the Ad Hoc Subcommittee Chair. Mr. Mike Fusco stated that he has two concerns. He said that if this pre empts LEPC from conducting training that it sees fit and that this puts the LEPC on some type of state schedule. He also said that the schedule has got to be fairly flexible and it has to have training periodically or quarterly. He further stated that it might be

programmatic if we are waiting for 15 or some magic number. He said that you might have someone waiting [inaudible] without adequate orientation for a year. Mr. Fusco emphasized that he would like to hear back from them (Commission) what is their expectation. He said that if the Committee has to modify their recommendation i.e. take APEX training when available. Mr. Fusco stated we can work through that. Mr. Fusco stated his concern is the NIMS training because the LEPC is reviewing/approving plans, overseeing exercises and to have the basic NIMS is a minimum requirement seeing how it is accessible online and we have people in the room who are NIMS instructors so this is not an issue. He further stated that this needed to be resolved by the next meeting. Mr. David Jones suggested that the Committee can adopt the rule as written and simply amend make a note that we are not going to adopt the APEX requirement pending clarification from the State (Commission) and we can adopt the rest of the rule [inaudible] membership so that it shows. Mr. Jamison suggested we use our relationship with Mark Howard contact him and work out a solution. Mr. Jones stated we can adopt paragraph F as requiring the 100 & 700 within a one year and the 200 and 800 and make a notation that the APEX training will be resolved in consultation with the State so we have no conflict and suggested entertaining a motion on that.

MOTION: Accept the rule amendment with the exception of the APEX requirement.

BY: Mr. Mike Fusco

SECONDED BY: Gary Smith

RESULT: Motion approved unanimously

Approval of the FY 2009 Grant Application Package

Ms. Cristina Herrera reported that grant application was prepared by the Grant Subcommittee who had met on September 22. Ms. Herrera stated there was about \$40,000 dollars for equipment and a small pot for planning purposes to distribute to all 15 LEPC's in the State. She stated that the LEPC is asking for \$20,599 from the equipment fund on behalf of the fire agencies. Ms. Herrera further explained that the spread sheet itemizes what the equipment is and who the requestor is. Ms. Herrera stated that the application for the grant was already submitted since there was a deadline of October 1st and the committee just needs a formal approval for the application. She also stated that for planning purposes the LEPC is requesting \$4,210.00. She explained this amount includes the purchase of resource books for the fire agencies. Ms. Herrera explained that the award will be done in either November or December. She informed the Committee that the Grants Subcommittee may need to meet again to make the final award to the agencies. Mr. Mike Fusco stated that the Grants Subcommittee did not have a lot of money to work with and what they tried to do is get a feel of how they could get every community to move forward. He further stated that they tried not to leave anyone out and also, they are trying to build regional partnerships. Mr. Fusco said that in the end it was worth it because they are giving everyone who requested the money something to move forward with.

MOTION: To approve the grant application as submitted by the Grants Subcommittee.

BY: Warren Leek

SECONDED BY: Mike Fusco

RESULT: Motioned approved unanimously

Approval of the Calendar Year 2009 Schedule of Meetings

Mr. Jones asked that Ms. Herrera give a little background on the 2009 calendar including possible conflicts that some of the members may have and the legal amount of meetings that the committee needs to have in one year. Ms. Cristina Herrera stated that the minimum required number of LEPC meetings is one meeting per year. She would like to have three meetings next year instead of four because a many of the LEPC members will participate in hazard mitigation planning. She further stated that a kickoff meeting will take place in December and there will be monthly meetings until June. Ms. Herrera further stated that none of the dates should conflict with the hazard mitigation planning meetings but they haven't secured a consultant so the dates are still unconfirmed. Ms. Herrera also stated that this project will take up 80% of her time. She informed the Committee that the Chairman would like to meet four times instead of three to keep things the same as in the past. Mr. David Jones said that he has conflicts as well and is in favor of skipping the January meeting seeing how it's only for one year. Mr. Jones suggested that if the committee chooses, they can go back to four meetings a year in 2010. Mr. Gary Smith stated that the rules permit you to miss one meeting a year and you can always send a proxy so it should not be an issue to miss one meeting.

Mr. Mike Fusco said that Ms. Herrera has so many other things going on that they should be willing to accommodate her time constraints. He also stated that this is a one time process and other [members] cities might have conflicts as well. He emphasized that this was not a permanent change and the Committee could always go back to four meetings a year. He suggested that the January meeting be omitted and that the Committee pick back up in April. Ms. Jannine Wilmoth stated that the January meeting is a week after the Fiesta Bowl [Glendale] and it was overwhelming to have it [meeting] after all of the football events. She also stated that there are several exercises that are going to be coming up, such as Coyote Crisis and flood control exercise. Mr. David Jones stated that this committee is not the most productive group. He also stated that that the Committee would get just as much stuff done in three meetings as they would in four and if something comes up that required an extra meeting that could be done.

MOTION: Acceptance of the Schedule of Meetings for the 2009 calendar with the exception of the January 2009 meeting.

BY: Gary Smith

SECONDED BY: David Jones

RESULT: Motion approved unanimously

Notice of Final Rule Making Effective August 30, 2008 by the Arizona Emergency Response Commission: This item was tabled as Steve Brittle was not present.

Formation of West Valley LEPC: This item was tabled as Greta Rogers was not present.

Hazardous Materials on Railcars: This item was tabled as Steve Brittle was not present.

Earthquake Risk in Arizona: Ms. Mimi Diaz, Phoenix Branch Chief, Geologist, Arizona Geological Survey presented a power point presentation to the LEPC members and the guests. Ms. Diaz can be contacted at (602) 708-8253.

Good of the Order/Announcements: Mr. Jeff Thomas stated that Goodyear conducted a pandemic drill in July where they had every city employee wear surgical masks and simulated what it would be like to have 40 percent of the employees out. He further stated that every department came up with a staffing plan that they would use over 120 day period and a succession plan that they would use if their executive staff was not there, who would be in charge and so forth.

Mr. Ron Jamison stated that Phoenix Fire Dept. received a grant for regional command training and PFD is planning on putting on two additional ICS 300 and 400 courses that are open to any one in the county. He also stated that they are going to sponsor 2 HMT courses; 5 ICS specific position courses, and 4 incident safety officer courses. Mr. Jamison explained that because of the timelines placed on them from ADEM all training will be done in one year. He said if you have any questions you can contact Nicole Schwegler from Phoenix Emergency Management at 602-495-0544.

Ms. Cristina Herrera stated that of the requirements for LEPC is to identify training needs for fire agencies for Maricopa County. She further stated that if you require training, there is a specific form to fill out and sent to the Maricopa County Dept. of Emergency Management who then sends it to the State Training Office (ADEM) who work the request into their calendar and assign instructors. She said the form is available on the Arizona Division of Emergency Management website. Ms. Herrera also informed the Committee that the Second Annual Greater Phoenix Ammonia Safety Day is on November 12th and there is going to be a panel discussion with EPA, OSHA, and Phoenix Special Hazard Unit. She said there will also be sessions for the industry users, plant managers, operators, first responders, and emergency planners. Ms. Herrera stated that registration is free until Oct. 30th and then after there is a cost of \$30.00.

Mr. Warren Leek stated that the [Arizona Dept of Homeland Security] Regional Advisory Council approved funding of the community emergency notification system (CEN) for an additional 3 months because of the grant period. He also stated that he is optimistic that they will continue to fund it in the future because of the support it has received. Mr. Leek explained that CEN is a reverse 911 and you call people in a geographical area and notify them of a hazard such as a HAZMAT spill.

Mr. Ron Jamison stated that overall the group had tremendous support for the CEN project but they felt that the state should fund it since CEN is primarily used by law enforcement. He also stated that if there is any legislation that would help fund CEN he would appreciate support due to the fact that the fee is very high, around \$600,000.00 for the data base.

Mr. Gary Smith stated that a few weeks ago the valley had a major storm and it took out most of the broadcast facilities on South Mountain as well as knocking out power in the central corridor. He said that KTAR and its associated facilities ran on their own emergency power for 36 or more hours. He stated that they had warnings from the National Weather Service and they ran those warnings but after the storm hit they had no communications from Department of Public Safety to let them know what was going on or how to inform the public. He further stated that they had a table top exercise scheduled for the radio station for the week that the storm happened but instead they had the real thing and they learned that they had to travel very far to get fuel for the

generators. Mr. Smith stated that some of the generator failures or generator maintenance issues that have come up within the broadcast community are still being addressed by one of the major generator support companies in the valley. He stated that they also learned that broadcasters weren't prepared for that long of a problem. He also stated that broadcasters are all privately funded and everything they do for the community they do it on their own funding.

Ms. Jannine Wilmoth stated she is transferring to a different division and thanked the Committee for having the opportunity to work with them.

Call to Public: Mr. Chad Ingalls with Transwestern Pipeline informed the Committee that they are putting in a natural gas pipeline near Buckeye and wanted to exchange some contact information. He explained that they have a lot to get prepared to get the line in service like visiting with local environmental people and emergency responders to get numbers in the database. He further explained that the capacity is 500 million feet a day in delivery and that they are regulated by Department of Transportation. Mr. Ingalls stated that they are taking several safety measures such as odorizing the entire line and they fully intend on meeting all regulations to be able to put in this pipeline. He explained that a lot of the deliveries are to the power plants. He further explained that their company has been in the works with this project for five years and they broke ground in February. Mr. Ingalls stated that they will be testing the integrity of the pipeline before they put in the gas and roughly every 15 miles they have emergency shut off valves.

Announce Next Meeting: The next meeting will be on April 22, 2009 from 2 pm to 4 pm. Mike Fusco volunteered to host this meeting in Peoria.

Adjournment: With no further business, Vice Chairman Jamison asked for a motion to adjourn the meeting at 8:00 pm.

MOTION: To adjourn

BY: Warren Leek

SECONDED: David Jones

RESULT: Unanimously passed

Respectfully submitted by: Cristina Herrera, Executive Director

Approved on April 22, 2009